



DATE: July 28, 1993

TO: District Engineers
District Field/Construction Engineers
Resident/Project Engineers

FROM: Gerald D. Dobie
Engineer of Construction

RE: **Construction Instructional Memorandum 1993-20**
Subcontractor for Designated and Specialty Items

On the Progress Schedule page of each project proposal, the following statement is included:

"The named subcontractor(s) for Specialty and/or Designated Items (if such items are designated in the proposal) which materially affect the work schedule, shall also be present at the scheduled meeting and they will be required to sign the Progress Schedule to indicate their approval of the scheduled dates of work set forth in the Progress Schedule".

In the past, this statement has been largely ignored. Continued neglect of the statement may result in a delay of project award.

If the proposal lists designated and/or specialty items and the items are labeled as controlling on the Progress Schedule, the subcontractor is to attend the preconstruction meeting and sign the schedule. The subcontractor's signature is required even if he/she is unable to attend the meeting.

If the designated and/or specialty items are to be preformed by the prime contractor, so note in the remarks section.

Resident/Project Engineers are requested to provide a copy of this memorandum to Local Government Engineers under their jurisdiction.

Engineer of Construction

GDD:JKG:srh

cc: Engineering Services
Design
H. Linne

B. Hayes
OMA
MRBA

MAPA
MCPA
M & T

Subject Index: Progress Schedule